Appendix I.

[Vide answer to starred question No. 557 asked by Sri T. Veluchamy at the meeting of the Legislative Assembly held on 5th April 1958, page 133 supra.]

Copy of G.O. No. 2400, Public (General) Department, dated 12th August 1957, setting out the Terms of Reference to the Special Officer.

[*Subject.*—Public Services—Administrative set up and staff position in the State—Enquiry ordered.]

In paragraph 20 of its report, the Official Committee for the Revision of Dearness Allowance to non-gazetted Government officers had recommended that a Special Officer of the rank of a Financial Commissioner may be appointed to scrutinise the organization in each department, in consultation with the heads of departments in charge, with a view to eliminate any tendency towards flabbiness in the administrative set-up of the State. The Government have decided to accept the above recommendation and to appoint a Special Officer of the rank of a Member (Board of Revenue) to conduct the enquiry. He will examine the question of reorganization of the various departments with a view to effecting reorganization wherever necessary and economies wherever possible. He will also look into the various items of departmental expenditure and contingencies to effect economies to the extent possible. The terms of reference will be as follows :—

(1) To examine whether adequate retrenchment or re-adjustment of staff has been made in the Secretariat, the offices of heads of departments and the regional offices of various departments with reference to the reduction of work consequent on the separation of Andhra and the territorial changes brought about by the State Reorganization, after making due allowance for the increase in work due to developmental activities connected with the Five-Year Plan and the National Extension Service.

(2) To examine whether, with reference to the volume and nature of the work now to be dealth with, the staff in the various offices is in excess of reasonable requirements and if so, what retrenchment is possible.

(3) To examine whether, without affecting efficiency, any economy of expenditure could be effected by—

(*a*) a redistribution in territorial *charges* in the district or region;

(*b*) redistribution of functions as between district officers regional officers and the heads of departments;

(*c*) delegations of administrative or financial powers; and

(*d*) changes in the method of organization and work in the various offices.

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(4) To review the temporary posts in existence, to see whether their continuance is justified and whether and on what criteria such of them as reflect permanent needs can be made permanent.

(5) To examine the working of any " yard sticks " in force in any department for considering proposals for increase of staff to suggest any modifications that may be necessary, and to examine whether any such " yard stick " can be laid down for any other department.

2. The Special Officer will also be requested to examine and report whether a Financial Commissioner should be appointed on a permanent basis to ensure economy in administration, and if so, in what manner, after the initial examination of such department has been completed, he should function *vis-a-vis* the Head of the Department on the one hand and the Government on the other.

3. The Special Officer will also consider and report on the need to set up a permanent Organization and Methods Division in the Secretariat and the lines on which it should function.

4. The Special Officer will also examine and report on the following two requests of the Indian Officers' Association :—

(i) Sanction of annual increments to all gazetted officers of the State Government as in the case of non-gazetted Government servants, to enable them to get a little benefit by way of higher pay for leave salary and pension; and

(ii) Merger of 50 per cent dearness allowance with pay with immediate effect.

5. Orders regarding the appointment of the Special Officer will be issued from the Public (Special) Department. He will function in the Secretariat and will work under the direction of a Committee of the Cabinet which will issue instructions as to the order in which the departments should be taken up, the target to be aimed at, etc., and pass orders on the recommendation of the Special Officer relating to each department as and when he submits his report in regard to each department.

APPENDIX II.

[Vide answer to starred question No. 571 asked by Sri A. Vedarathnam at the meeting of the Legislative Assembly held on 5th April 1958, page 138 supra.]

(a) Number of Training Schools and number of pupil-teachers undergoing training—

Name of district.	*Number of training schools.*	*Number of pupil-teachers undergoing training.*
Madras	10	1,296
Chingleput	5	469
South Arcot	9	977
Tanjore	14	1;542
Madurai	18	1,739
Ramanathapuram	12	1,473